

June 22, 2005 Airport Commission Minutes

Chairman Schober called the meeting to order at 8:00 a.m. Vice-chairman Crowley, Commissioner Bruce and Secretary Richards were present. Commissioner Safro was not present for today's meeting. Others present: Michael Neau, Airport Admin; Steve Betzler, AOPA; Tom Farley, Corporation Counsel; Ray Perry, Citizen; Keith Markano, Airport Admin; Val Ramos, Airport Admin; Terry Tesch, Evergreen Drive resident; John Lotzer, Waukesha Flying Services; and Chris Wodushek, Waukesha Flying Services.

Chairman Schober informed the Commission of a change in the order of today's meeting. Mr. Farley, Corporation Counsel, was at the meeting to address Item #7 on the agenda. He requested for this item to be moved up so he could attend another meeting this morning. The Commission agreed to this request.

Discussion and action on a request by Quad/Air to extend their lease agreement of the County owned hangar at 512 Northview Road – Mr. Markano said that in March of this year, Finance and Public Works Committees held a closed session to discuss Quad/Air's request to renew the lease agreement. Their request included an extension of the option to purchase the hangar for another five years. The Committees directed the Department of Administration to negotiate directly with Quad. The agreement reached is similar to what was discussed at the March meeting. Mr. Farley said some of the articles in the agreement were changed. Mr. Markano said the new agreement would increase the monthly rent by 10.38% or \$675 based on the average CPI increase since execution of this agreement. This would be an annual increase in rent of \$8098. The purchase price of the hangar will increase from \$600,000 to \$662,000 again based on the CPI increase. The \$42,000 credit towards the purchase price will still apply after 36 months of the lease have expired as well as the \$28,000 credit for improvements called in for the stipulation from the lawsuit. No self-fueling provision has been exercised. Mr. Farley said the roof and the provision in which the County would repair or replace the roof during the first five years ends June 30, 2005, and responsibility would then be the tenant's. Mr. Markano said this improvement would not be negotiable if Quad/Air decides to purchase the hangar. With the 36 months credit earned, this would make it an incentive to purchase the hangar. Chairman Schober said this was betterment for the County with the roof repair, plus the purchase price could go up. A motion to approve the extension of the lease agreement with Quad/Air was made by Secretary Richards with a second by Vice-chairman Crowley. Motion passed.

Approve/modify minutes of May 18, 2005 – A motion to approve the minutes of May 18, 2005 was made by Commissioner Bruce with a second by Commissioner Crowley. The motion passed.

Public comment/correspondence – Mr. Markano read a letter from Larry J Winkelhake of the Potawatomi Area Council No. 651 - Boy Scouts of America expressing his appreciation to the County for the use of the conference room for their meetings throughout the year. Mr. Markano informed the Commission that a response was received from the FAA that denied the County's request on the extension for a waiver of the runway safety area.

Mr. Terry Tesch, nearby airport resident, asked to address the Commission. Mr. Tesch wanted to inform the Commission of an old bi-plane that is showboating over his neighborhood. This certain pilot has done this twice in the neighborhood area. He said these types of maneuvers are unsafe in this area, the plane is very low over the houses and that the pilot is not being courteous to the neighborhood. Chairman Schober asked Mr. Markano to check with the Tower about this and to see if something could be done about this. Chairman Schober said thank you to Mr. Tesch for bringing this to the Commission's attention.

Secretary Richards said he toured the new County Communications Center built on Aviation Drive. He asked about the future of Aviation Drive to the north and if Mr. Bolte notified the Commission on any plans for Aviation Drive. Chairman Schober informed Secretary Richards that Mr. Perry was going to lead a sub-committee on the extension of Aviation Drive.

Chairman's report – Chairman Schober said he also received a copy of the letter from the FAA regarding the waiver and said it was almost impossible to understand what the FAA was trying to say about denying the waiver request. He said the interpretation was not clear and it was a round about explanation. He asked Mr. Markano for copies of the letter for the Commission to read. Chairman Schober said he and Vice-chairman Crowley met with the County Executive. He said it was a good meeting and that it cleared the air on some items. The County Executive made it clear there was no expansion for the airport. They will meet again with the County Executive in August. Chairman Schober is also meeting with Mr. Markano on a monthly basis to discuss the direction the Commission wants for the airport. Mr. Markano created a list of project in progress for Chairman Schober. Chairman Schober said airport management spends many hours on everyday happenings at the airport. He has requested for Mr. Markano and Mr. Neau to keep track of their time spent on projects on a daily basis. Because of budget cuts, this is very important to keep track of. Chairman Schober also commented on how complicated the County budget process is. Chairman Schober said the review of monthly reports by Mr. Neau would be discontinued from future meetings, but requested that the reports still be sent to the Commission for their review.

Airport Manager's report – Mr. Markano reported that the FAA would most likely fund the 18/36 project this year, but that no disbursements have been received by the BOA yet. If timing for weather becomes an issue, the bid letting may include an alternative to save a section of the runway to be this year and the rest of the project completed next year. The best alternative for correcting the safety areas as part of the Environmental Assessment has been determined to be EMAS. Mr. Markano said there is a small section on Silvernail that would interfere with the EMAS alternative. Mr. Markano said we (the BOA and Mead & Hunt) are waiting to hear from the FAA on how to address this issue. Until there is a response from FAA on the Silvernail issue the EA cannot move forward. This may become a problem for planning. An inspection of the 10/28 pavement by the BOA showed one model as the runway possibly needing some type of rehabilitation work as early as 2009. This would be the triggering event that would require some action on the safety areas.

Discussion and action on Airport Operating Budget for 2006 – The levy target remained the same as for the current year. All increases in expenditures had to be offset with increased revenues. Mr. Markano received a call from the County Finance budget analyst to make more adjustments (expenditure cuts) before today's meeting. The major budget costs are in personnel and benefits. The operating budget is up \$8,693 due to major hikes in electrical costs. We saved some money in purchased services from the snow removal contract in 2004. This yielded an additional \$10,000 to offset most of the increases in our service agreements. There is nothing we can do about interdepartmental and these will decrease minimally by \$329. Airport revenue land lease is up \$21,492 due to the new hangar by WFS, three new land leases in the southwest area, and the CPI adjustment. Chairman Schober said with the budget cuts the marketing budget is back to zero. Mr. Markano said the budget is already tight—there is nowhere else to cut costs. The Commission suggested adding one cent to the existing fuel fee to raise money for marketing. Secretary Richards said it is necessary for the airport to make known what is available for users to come to this airport, and to make the public aware of what the airport does for the County. Commissioner Bruce asked if there were any grants available for this. Mr. Markano said there are no grants available for marketing. Mr. Lotzer said the fuel fee in Waukesha is the highest in Wisconsin. He said they are struggling now, and raising the fee would not be in the best interest of the airport right now. Mr. Perry also agreed with Mr. Lotzer that it was not a good idea to raise the fuel fee. Commissioner Bruce said to add a marketing plan, but that it would be a hard sell to the County. Mr. Betzler said an air show would bring in revenue for the airport. He will check into this with other airports and report to the Commission. Mr. Markano is requesting approval of the operating budget for submittal to Finance. Chairman Schober asked the Commission what they wanted to do, submit the budget now or amend and come up with a marketing plan at a later date to present to the County. A motion to submit the budget as is was made by Vice-chairman Crowley with a second by Commissioner Richards. The motion passed.

Commissioner Bruce left the meeting at 9:11 a.m.

Discussion and action on closure times for Runway 10/28 to accommodate repaving and Runway 18/36 repaving in safety area – Chairman Schober asked Mr. Markano about cutting down the hours for runway closures. Mr. Markano said in talking with the engineers for the project, a site was found outside of the 10/28-safety area to relocate the storm sewer. This would reduce the time that runway 10/28 would need to be closed. Runway 10/28 would be closed for the milling and repaving in the 10/28 safety area as well as for cabling and lighting of 18/36. Mr. Markano discussed closure times with WFS to determine the best time of day to schedule these closures. It was agreed that the hours between 9:30 a.m. and 4:30 p.m. would have the least impact. Vice-chairman Crowley asked if the airport users would be notified of these closures. Mr. Markano said there would be notification by e-mail and hard copy plus a NOTAM would be issued. A motion to approve the closure times of the runway during these hours was made by Secretary Richards with a second by Vice-chairman Crowley. The motion passed.

Discussion and action on approval of hangar construction plans for 2327 Aviation Drive (Chuck Yanke) presented by Steve Betzler – Mr. Betzler presented the construction plans to the Commission. The colors for the hangar would be charcoal gray and ash. These colors are similar to the other hangars in the southwest area. Approval would be contingent upon the plans receiving necessary city and state approvals and execution of the land lease and modification to the landscape plan. A motion to approve the plans submitted contingent upon necessary city and state approvals, execution of the land lease, and modification to the landscape plan was made by Secretary Richards with a second by Vice-chairman Crowley. The motion passed.

Future Commission agenda items - Aviation Drive.

A motion to adjourn was made by Secretary Richards with a second by Vice-chairman Crowley. The motion passed.

Meeting adjourned at 9:25 a.m.

Next Commission Meeting: 8:00 a.m. on Wednesday, July 13, 2005

Respectfully submitted

Dick Richards
Secretary
6/22/05

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